

MINUTES



Master of Information Student Council
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Claude T. Bissell Building, Room 705
20 October, 2017 18:15-20:00

MISC Governing Council Meeting Agenda

Present: Amber Shortell, Sharly Chan, Clara Luca, Evelyn Feldman, Jaisie Sin, Lily Ren, Angela Wang (on Skype), Stephen Lubin, Manda Vrkljan, Emma Findley-White, Matthew Innes, Lynda Yao, Hussein Hashi, Hugh Samson, Sarah Gorman, Alvin He, Justin D'Souza, Jamie Duncan, Lauren Ash, Robyn Forman, Anna-Kay Eldridge, Devin New

Regrets: Alice Norton-Bell, Charlotte Joyce Kidd, Renee Saucier, Marta Burt

Absent:

1. BIRT Stephen Lubin is appointed as secretary for the meeting.
Moved by: Emma. Seconded by: Hugh. All in favor, motion carries.
2. BIRT the secretary appoints Amber Shortell as chair of this meeting.
Moved by: Lynda. Seconded by: Justin. All in favor, motion carries
3. BIRT the agenda for 20 October 2017 be adopted.
Moved by: Amanda. Seconded by: Hussein. All in favor, motion carries.
4. BIRT the [minutes](#) from 12 September 2017 be approved.
Moved by: Lynda. Seconded by: Lily. All in favor, motion carries
5. Reports from members of the Executive Committee
 - a. President
 - i. Welcome to our new members!

Thank you to everyone for being here... (positive stuff). It's going to be a good year.

- ii. Vote in Matthew Innes as Treasurer
Moved by: Lynda. Seconded by: Sarah. All in favor, motion carries
- iii. Vote in Renee Saucier, Sarah Gorman, Hussein Adan Hashi, Manda Vrkljan as Faculty Council Representatives
Moved by: Lynda. Seconded by: Hugh. All in favor of all the people, motion carries
- iv. Vote in Robyn Foreman and Marta Burt as Mental Health Working Group Co-Chairs
Moved by: Hugh. Seconded by: Charly. All in favor of all the people, motion carries
- v. Vote in Alvin He as Member-at-Large: ISD Executive
Moved by Justin. Seconded by Matthew. All in favor, motion carries.
- vi. Filling Roles:
 - 1. All open roles will now be filled on a first come first served basis, to be voted in by us at meetings. Please talk to your friends and see if they're interested in taking on any of the following roles.
 - a. 2nd Social Committee Co-Chair
 - i. Charlotte stepped down from her position last week. She couldn't make it tonight, but will be remaining with us until the end of the month for the Halloween event.
 - ii. Roughly 3 hours a week, more directly before an event.

Let us know if you know anyone that's interested and we'll track them down.
 - b. 2nd Graduate Student Union Rep
 - i. 1-3 hours bi-weekly. 7 meetings between now and April, monthly, Monday 6-9~ + monthly MISC meetings of 1-2 hour duration.
 - ii. If we don't fill this, someone will have to regularly cover for Lynda in winter semester due to scheduling conflicts with UX class. I have the same conflict. This is super important to funding.
 - c. Faculty Council Representatives (up to 5)

- i. I've been allotted up to 13 slots on Council to do fit. I'd like to fill at least ten of these by the November meeting. 4 are filled by myself, Emma (VP), Lauren (MRAC) and Hugh (first year Academic Affairs). 4 more have been filled by students. Is anyone here interested?

Jasie wants to know if Amber counted VP council as one of them, Amber says yes.

- ii. 1-4 hours a month (1 meeting for Faculty Council sporadically, 1 meeting for MISC monthly)

d. Advertising to fill open roles

- i. Suggestions? Comments? Concerns? Do you know anyone who'd be interested?

Manda: Email worked well... there will be posters by the end of the week

Hugh: suggests we make a speech at the front of the class

Amber: Colin and Olivier have said they're ok to make a lil' speech.

Stephen: maybe if we go up it'd give them a better impression of who they'd be talking to.

Amber: the profs hold more power

Emma: social media?

Amber: u got it

- ii. Priority is:

1. Social
2. GSU Rep
3. Faculty Council Reps

- e. [Delegate for Conflict Resolution Council for Student Societies](#)

- vii. Issues with InForum hours and Access to Course Reserves
 - 1. Meeting with Lari Langford & Kathleen Scheaffer on October 12
 - 2. Result is that a survey will go out to co-op students for finding areas where InForum services are lacking for this group of students.
- viii. Constitution Updates
 - 1. I am on hiatus regarding this.
 - 2. Section 6, Meetings and Procedures:
 - a. Rules of Procedure (6.3)
 - i. Rules of procedure at Governing Council meetings shall be Robert's Rule of Order, **except as otherwise determined at the meeting of Governing Council directly following the Fall elections.**
 - b. Telecommunication options (6.4)
 - i. Angela is telecommunicating, but we need to rewrite and agree on this section of the Constitution.

If nobody's opposed we're just gonna leave it as is. ATM we're working on procedures for people telecommuting.

- ix. Doctoral students collaboration

Sharly and I attended a meeting with the Doctoral Students Association to support their Truth & Reconciliation Commission's Call to Action on Monday September 18. They got a lot of support at Clubs Day. Am looking forward to future collaboration.
- x. Office clean-out:

Amber: I haven't been able to do much since last meeting - we still have a lot to get rid of.
- xi. Slack Channel

Amber: A couple people have yet to join the Slack channel. Please join, and enable update notifications on your computer. You can also download the app to stay connected.

Hugh: will they serve similar purposes as the facebook group?

Amber: yes, but slack is desirable to employers.

xii. Website updates

I am working on these with Jaisie to make up for what the Webmaster missed when they resigned early last year. If you see anything, let me know.

xiii. Clothing Swap

1. Amber: I recently talked to a student who attended my clothing swap event last year, and is looking forward to the next one.
2. Proposed timeline of event: week after Reading Week

- a. Proposed date: Tuesday November 14

Book club meeting is at the same time so they kind of conflict, to be discussed later.

- b. Unless you all think traffic flow would be better on a different day (Monday, Thursday)

xiv. Reminders:

1. Absence from meetings: “Members of the Governing Council shall attend no fewer than seventy-five percent (75%) of the meetings scheduled in an academic year, and shall not miss two (2) or more meetings in succession without an acceptable excuse.”

- a. To new & old students - If you miss more than 2 meetings in a row, I will be contacting you to check in.

Amber: this is a bit harsh, instead let's do it that if you're gonna miss a meeting just shoot me a message and we'll put you as "regrets".

b. Vice President

- i. Merchandise - we were contacted by 2 students interested in Merchandise.

There's interest in things like tote bags, socks... other ideas floated: agendas, notebooks, pens, pencils, mugs, hoodies, hats, tshirts, sweatshirts,

Amber - let's order to students needs

Manda - recommends a dutch company called Vistaprint, they're fast and cheap (<https://www.vistaprint.ca>)

- ii. Social Media - Changeover

Emma offered to take over the social media accounts - we're gonna vote on turning the accounts over to her (also making an insta account).

Clara - we've talked about combining the social and other accounts.

VOTE Emma to have pw to fb and twitter - Hugh firsts, Clara seconds - Emma abstains - everyone else is in favour

Delete social - have just one fb page → Emma let's make the page a group instead → VOTE group misc and social misc → we'll advertise on the existing social page until December →

VOTE FOR INSTA → First: Emma, Second Clara. All in favour

Charly - Having a document where can find out who has what access will be very helpful → add a Hacker MD account → tabled until the next meeting

Gotta update the newsletter → if you wanna put your ad in it you gotta contact Amber

c. Secretary

- i. Welcome to Stephen Lubin
- ii. Intake for new Faculty Council Representatives and Treasurer
- iii. Update concentrations for Members at Large
 1. ISD → Hussein is in and staying, as well as

Justin → is there a deadline for when you want the intake? Jaisie → do it by next meeting pls cause if you don't do it we don't have your gmail to add to the drive and it's a whole thing.

d. Treasurer

- i. Budget proposal - 16% increase again this year

Based on the fall levy and extrapolated from previous numbers. Our current budget is ~19,000 extrapolated from 17. Some things have gone up, like food. Merchandise is out. We've included a new section for internal projects.

Amber - can we add something for feeding the council? (up to 1200)

Matthew: social went up from 6800 to 7500.

Emma → can we get a formal rundown of the new budget before we vote on anything?

Amber → yes, with the exception of a few items

- ii. Re-investing money

Matthew → we had some money floating from last year that we invested. Can we put the money back in?

Emma → can we call an emergency meeting to review the budget before we decide on things like investments?

Hugh → I'll kind of second that, can we get someone to help us out?
It's a way to make sure we're being socially conscious; we can make sure we're divested from fossil fuels...

Charly: there's a way to have open ledgers (free ledgers) so that students can see the money coming in and out.

Amber: We have a meeting with Maria on the 27th to approve Matthew on the account → we can talk to her about the investments then.

- iii. Reissued checks to recoup funds - \$4,380
- iv. Proposition for board games - restocking student lounge
 - 1. General games
 - 2. MISC specific games for tonight & hereafter
 - a. Cards against humanity: \$30 + tax
VOTE - in favor....

BUT WAIT

Is Cards offensive? Justin brings up that he doesn't like it.
It's a matter of contention... re-casting the vote yields different results. Ultimately we decide to return it.
Ok now we're all kinda lingering on this.
Cards is off the table.

- b. Werewolf \$30 + tax
First: Hugh; Second: Clara → all vote in favor, werewolf passes
 - v. Proposition for external 1TB hard drive to back up office computer - \$100 for Western or HGST drive (SeaGate has higher failure rates)
First: Emma; Second: Lynda → all in favour
 - vi. Proposition for office furniture, proposal to be presented at next meeting
- e. Webmaster
 - i. New site - update
 - 1. Briefly requesting opinions: Squarespace vs. Wordpress? Pricing info:
 - a. Squarespace (<https://www.squarespace.com/pricing>)
 - i. Business:

1. Pay Annually (\$18 USD x 12 months)
 2. Pay Monthly (\$26 USD each month)
- b. Wordpress (<https://wordpress.com/pricing/>)
- i. Free (3GB):
 1. \$0 CAD
 - ii. Personal (6GB):
 1. \$4.99 CAD/month billed yearly
 - iii. Premium (13GB):
 1. \$10.75 CAD/month billed yearly
 - iv. Business (+ unlimited storage space, analytics):
 1. \$32.42 CAD/month billed yearly
- ii. Intake and Access to Google Drive - updates
1. Please complete intake form if you haven't yet.
 2. Email Jaisie if you don't have access to the Drive.
- iii. Delete old MISSC mirror site
- iv. Update Calendar description for less confusion
- v. Jaisie's Game Night
6. Reports from the chairs of standing committees/officers
- a. Academic Affairs
 - i. Meeting updates

The report is that there's no updates.

Bisselfie - take a selfie in the bissel building

BiSSELFiE

- b. Social
 - i. First iTea next Wednesday - pizza!
October 25, 2017 → a lil drop in shindig for everyone to chill
 - ii. Halloween event - 30 tickets to FNL @ ROM
22 sold so far → if anyone is interested in going

If you bought a ticket before the event starts you can go from 7-8 from the west side → all the early bird tickets have been sold out

- iii. Reading Week Pub Night
Hopefully we can have a reading week pubnight (Artful Dodger)
Duke is not accessible, nor is artful dodger
Bedford?
Continue discussion on slack
- iv. Board game/homework night - potential for MUSSA collaboration?
Could we just go to Hart House?
Can we source from others?
Robyn → we can rent them
- v. Prepping for end of term event
→ last year was held at the faculty club → this year we'll do something different... need to encourage more people to chat n' stuff

Arts and Letters club

c. Professional Development

i. Clubs Day recap

Big turnout, good time, moving into the other room was a great improvement → Charly is very excited to have someone elected.

ii. Next event

iii. Voting in new Clubs. Full application information [here](#)

Motion to vote on 3 clubs → VOTE - first Charly/ second Jamie → pass

1. iSports - iSchool Recreational Sports Team

VOTE → all in favour

2. UXD Club

VOTE → all in favour

3. iSchool French Club

VOTE → all in favour

Film club has official status → they just didn't have an email confirming.

7. Reports from representatives to external committees and organizations

New timelines for grants

a. Alumni Association

- i. Meeting updates delivered via report → We're having a lot of website troubles that we were having last year → you know the job shadowing thing last year → Angela is gucci

- b. MISC/MUSSA Liaison → had their general meeting on the 14th → why didn't we have an AGM? We put out the word last year but nobody came. MUSSA's budget is a fraction of ours → MUSSA gets a GSU head grant, as well as a special grant for trips, special grants.

They had a meeting to fill all of their positions → they had their first homework night and another this past wednesday → they weren't well attended though.

The other thing they've been doing is trips → this year they're going to waterloo for a few nights

- i. Meeting updates

c. Master's Recruitment and Admissions Committee Representative

- i. MRAC meeting with Evelyn on Sept 28 → there's a Bachelor of Information starting here next year → international domestic apps are on the rise... they saw an improvement with renaming KMD to UX → We have a higher GPA entrance → there was a very high number of applicants to the MMST → in the past they offered people entry to the MI, but we had some 750 applications this year with 400 receiving offers
Dean duff went to bat looking for funding for students
They're looking to rehaul the PHD
There's a lot more competition this year for Co-op → they're really interested in the Double Blue program
Kathleen thinks inforum tours should use students
Survey → information days are working / the faculty showcase is really good
UBC is no longer considered a tier 1 ischool
Colin Furness is taking over the co-op program
UTAPS will no longer be provided to professional masters students
Concern about the iskills workshops...
BCS ended with a thought experiment → MI+ program? A fast-tracked degree

d. Graduate Students' Union

- i. Lynda and Amber attended the first meeting on Monday September 25. → in order for us to get funding, two people had to be there
- ii. There was a lot of rigamarole around the BDS, but it was approved for this coming year.

- iii. Next meeting is Monday October 23, Lynda and Emma will be attending.
We have another spot available if you'd like to attend.
- e. Tech Fund
 - i. Meeting updates post Fall election → fully staffed → they have a meeting coming up Oct 31st
- f. Programs Committee
 - i. 3 meetings since our last: September 14, October 5, October 19
Passed a number of course description changes → what may be of interest is the changes to the required electives for LIS
- g. Committee on Standing
 - i. Met last March, so no new updates
Lily → since passed 3 motions by emails → changes to student designation of roles
- h. Faculty Council
 - i. Meeting was on Thursday October 12.
 - ii. Next meeting is November 30, 2017, 4-6pm.

There are going to be new faculty members hired, and there'll be talks where students can go to vote on people.
- 8. Other business
 - a. New Initiatives!
 - i. Comments/questions/concerns
 - b. Delivering feedback to Faculty
 - i. The number one complaint the President gets is e-mails unanswered.
- 9. BIRT the meeting be adjourned

VOTE - Lily, Manda second → passes → adjourned